

# **MINUTES OF THE GENERAL MEETING OF THE BIGFORK COUNTY WATER AND SEWER DISTRICT**

The General meeting of the Bigfork County Water and Sewer District was held on December 12, 2018 at the District office. President, Seth Price, presided.

## **ATTENDEES:**

*Directors:* Lloyd Ross, Gene Helberg, Tom Cahill, Seth Price, Bob Keenan  
*District Employees:* Julie Spencer, Mimi Wildeman,  
*Engineering:* Jeff Cicon P.E. Morrison Maierle  
*Public:* None

## **READ AND APPROVE MINUTES:**

The minutes of the November 2018 General Board Meeting were reviewed for approval. Price called for discussion Ross asked for clarification on Engineering Report Task Order #34 after brief explanation there was no more discussion, a vote was called. Keenan made a motion to approve, Ross seconded and it was unanimously

*RESOLVED*, That the Minutes for the November 2018 Board Meeting be approved as submitted.

## **CONSENT AGENDA**

Price asked for discussion, there were questions regarding water loss and prevention, and the meter replacement project. After some discussion Cahill made a motion to approve, Keenan seconded and it was unanimously.

*RESOLVED*, That the Consent Agenda be approved

## **PUBLIC COMMENT**

*None*

## **OLD BUSINESS**

***Operations Report-*** Price asked if there was any discussion or questions regarding the report. Cahill asked about the blow off on Beach Road. Spencer stated that we are considering installing a new fire hydrant in its place. Price asked for any more discussion, hearing none the report was complete. Keenan made a motion to approve the Operators Report, Ross seconded and it was unanimously.

*RESOLVED*, That the Operators Report be approved as submitted

## ***Engineering update, Jeff Cicon***

***Ramsfield #4 Task Order #34 Well and Electrical Improvements-*** We met with Julie, John and Sergio on December 7, 2018 to discuss the project. MDEQ has reviewed the plans and has submitted a few questions related to flushing the well and testing procedures, we are working on a response to address these questions. Flathead Electric installed a voltage recorder on the service and intends to leave it on for a few weeks. They will share their findings with all parties. The Board asked Cicon to also look at having Flathead Electric install the voltage recorder in the summer during high usage. The District will be requesting quotes for Well Pump Installation and the pump.

*Water Tank & Transmission Line and Access Easement Task* –Easement/ Land Acquisition: Spencer will be contacting the appraiser.

*Chapman Hill and Harbor Village PRV Replacement Project Task Order #35* –The field survey has been completed and design started. The goal is to complete the design by the end of January 2019 to allow time for bidding in February. We have scheduled two design review meetings in January to ensure the project meets the District's goals.

- *Blenn Street Services*, - Under Attorney Advisement

#### ***Wastewater System Improvements-***

- *Task Order #33- Wastewater System PER and CIP-* TSEP and RRGL has released their recommendations for the upcoming legislative session. The Bay Sewer ranked #27 of 76 for the RRGL program and #27 of 40 for the TSEP program. Spencer and Cicon will have a conference call to review the scoring on the individual sections. More information to come.

***Montana Territory, LLC-*** No Engineering Update

***MDT/ WGM Ice Box Canyon-*** Cicon gave the Board an update on coordination between all utilities. They are in the process of surveying and design.

***Mayport Harbor Pumps-*** No digging will be done until spring 2019

***County Transfer Station-*** No Update

***Ranch Contract-*** after discussion Cahill made a motion to increase the cost to \$5.50 per meter Keenan seconded and it was unanimously.

*RESOLVED*, That the renewal of the Ranch Contract with the increase to \$5.50 per meter

***Bigfork Chamber Member-*** Spencer notified the Board that the District is now a member.

#### **NEW BUSINESS**

***Appointment of Board President Term 2019-*** Keenan made a motion that Ross be appointed to President and Helberg to be Vice President Cahill seconded and it was unanimously.

*RESOLVED*, That the Board 2019 President will be Ross and Vice President is Helberg

#### **COMMITTEE REPORTS**

*Annexation, Main Extensions & Construction ..... Helberg & Cahill*

- *TSEP Planning Grant-* signed paperwork for reimbursement for submission Spencer requested Morrison Maierle submit an updated Rate and Fee Schedule.
- *District Properties-* Update was given by Spencer, appraiser was sent all information
- *Storage Tank Easement* – Update was given in Engineers Report

*Purchase of Additional CD Investment –..... Price & Ross*

- No Update

*Employee Insurance, Compensation & Certification & Safety ..... Helberg & Keenan*

- Cahill requested a written designation of authority and protocol in the absence of Spencer

*Pretreatment Regulations ..... Cahill & Price*

- Tour will be scheduled for January 2019

*Budget & Rate Structure ..... Helberg & Ross*

- Asset Replacement Ongoing
- 2000 Sonoma- will surplus in January 2019

*Rules & Regulations ..... Cahill & Price*

- No Update

*Farmland..... Helberg, Cahill*

- No Update

## **COMMUNICATIONS**

State of Montana PERS Audit Results

District Court Plaintiffs List of Witnesses and Exhibits

Email Letter from Attorney

## **ADJOURNMENT**

Price called for a motion to adjourn. Helberg moved, Cahill seconded and it was unanimously

RESOLVED that the public meeting be adjourned at 8:00 p.m.

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Secretary, Mimi Wildeman

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Minutes approved by:

President Seth Price